



Ethics News

Issue No. 45

Official Newsletter of the Indiana State Ethics Commission

January 2006



- In this Issue:**
- [Commissioners](#)
 - [Questions](#)
 - [Quasi Agencies](#)
 - [2006 Class Schedule](#)

Ethics Rules Signed

On December 2, 2005, Governor Mitch Daniels signed ethics rules 42 IAC, Office of the Inspector General, to establish the Indiana code of ethics. The rules become effective January 7, 2006, thirty days after filing with the Secretary of State.

The ethics rules currently in effect can be found in [40 IAC](#), The State Ethics Commission. (State ethics statutes are found in [IC 4-2-6](#)). Some of the changes to the rules affect: ethics training requirements; acceptance of gifts and travel expenses; and political activity. If you have questions concerning the rules, you may contact your ethics officer or the State Ethics Commission.

Governor Appoints New Commissioner

Commissioner Ed Charbonneau was appointed by Governor Mitch Daniels to serve on the State Ethics Commission from October 12, 2005 till September 1, 2009.

Commissioner Charbonneau is licensed to practice law before the United States Supreme Court and in the states of Indiana, Pennsylvania and Texas, and is a member of the Indiana Bar Association.



After 36 years with U.S. Steel Corporation, Mr. Charbonneau retired in 2002. During the time he was employed by U.S. Steel Corporation, Mr. Charbonneau worked in various capacities, the last 10 years as head of government and community affairs for USX Corporation, the parent company of U.S. Steel and Marathon Oil.

Since September 2002, Commissioner Charbonneau has served as Executive Director of the Northwest Indiana Local Government Academy.

From March 1, 2004 - February 1, 2005, Mr. Charbonneau served as interim President of the Northwest Indiana Forum, a three county economic development corporation.

In 2003, Commissioner Charbonneau was appointed an Administrative Law Judge for the Gary Police Civil Service Commission.

Commissioner Charbonneau has served as Vice Chair - Porter County United Way and on the following boards:

- Board of Directors, and Board Secretary - The Methodist Hospitals
- Region 1 Board of Trustees - Ivy Tech State College
- Executive Board - Northwest Indiana Quality of Life Council
- Board of Directors - WYIN Public Broadcasting

Commissioner Charbonneau received his AB from Wabash College; his MBA from Loyola University and his JD from South Texas College of Law.

Meet the Other Commission Members



Clare Kraegel Nuechterlein was appointed by Governor Mitch Daniels June 2005 to a four year term which expires September 1, 2007. In October 2005, Ms Nuechterlein was appointed **Chairperson** of the Commission.

Ms Nuechterlein is a professor at Valparaiso University School of Law, from which she graduated in the centennial class of 1979. Professor Nuechterlein earned her undergraduate and master's degrees from Valparaiso University.



James Williams was appointed to the State Ethics Commission in February 2001 by Governor Frank O'Bannon for a four year term. On September 1, 2004, Mr. Williams was reappointed to the Commission by Governor Joseph Kernan. His term expires September 1, 2008.

Mr. Williams received his B.A. in Economics from Indiana University, Bloomington in 1964 and his J.D. from the University of Chicago in 1967. Mr. Williams is an attorney with Middleton & Reutlinger which has offices in Jeffersonville and Louisville.



Priscilla D. Keith was appointed to the Commission by Governor Joseph Kernan on June 8, 2004. Her term expires September 1, 2008.

Ms. Keith is currently General Counsel of Health and Hospital Corporation in Indianapolis, Indiana.



James Clevenger was appointed by Governor Joseph Kernan to the Commission on September 1, 2004. His term expires September 1, 2008.

Mr. Clevenger has practiced law since 1978 and is a partner with the law firm Kizer & Neu in Plymouth, Indiana. He received his B.A. from Hanover College and his J.D. from Indiana University. He currently holds the position of County Attorney for Marshall County.

Frequently Asked Questions

Q. Where can I find the current ethics law and rules?

A. They are located on our Web site under “[Laws and Rules.](#)”

Q. I’ve been having trouble opening the Certificate of Completion after doing the online ethics training. What could be wrong?

A. Often, when people have problems viewing or printing a PDF, it is because they either don’t have Acrobat installed, or their version is old and out of date. You can download Acrobat reader free of charge here:

<http://www.adobe.com/prodindex/acrobat/readstep.html#reader>

Q. How can I find out who my ethics officer is?

A. [Click here](#) to find out. Your ethics officer is often the first person you would contact with any ethics question you might have. For moonlighting questions, it is required that you contact your ethics officer before contacting the Ethics Commission.

Q. I am taking a class that is job related. May I use my computer at work to do research on my lunch hour?

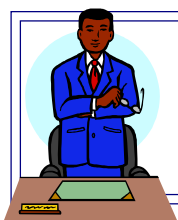
A. If your agency has a general written policy regarding such usage, you may do so. If there is no written policy, then you may not.

Q. If I’m in the field doing an inspection, may I accept a cup of coffee from the company I’m inspecting?

A. Yes. This is an exception to the gift rule, which allows nominal refreshments offered to a state employee conducting official state business while he or she is at a workplace of a person who has a business relationship or seeks to influence official action with the employee’s agency.

Q. One of our co-workers is getting married. Is it okay to take up a collection for a wedding present?

A. Yes, as long as it is stipulated that donations are voluntary and employees may give what they want. Due to their supervisory/subordinate relationship, supervisors should not solicit contributions from persons they supervise.



Please note: Advisory opinions may be found on the Commission’s Web site at <http://www.in.gov/ethics/advis/>.

If you have a question, which you would like answered, [click here](#).

How the Ethics Rules Affect Special State Appointees and Quasi Agencies

What is a “special state appointee?”

A special state appointee is:

- (A) not a state officer or employee; and
- (B) elected or appointed to an authority, a board, a commission, a committee, a council, a task force, or other body designated by any name that:
 - (i) is authorized by statute or executive order; and
 - (ii) functions in a policy or an advisory role in the executive (including the administrative) department of state government, including a separate body corporate and politic.

■ Quasi agencies and special state appointees are under the jurisdiction of the State Ethics Commission.

■ Employees of quasi agencies and special state appointees are required to receive:

- (a) ethics orientation within six weeks of their date of hire.
- (b) ethics refresher training every two years.

■ Appointing authorities, and special state appointees with final purchasing authority are required to file a financial disclosure statement with the Ethics Commission.

View [schedule of classes](#) offered by the Ethics Commission.

View [online ethics training](#).

View information about [financial disclosure statements](#).

Appointing Authorities, Get Ready!

It's getting close to that time of year when you and your procurement agents are required to file your [financial disclosure statements](#). The State Ethics Commission will be asking you for a list of persons required to file. The list must include each person's name, home address and business email address. The deadline for filing is February 1, 2006, so start checking to see who will be on your list.

2006 Ethics Training Schedule

All classes are held in the State Conference Center (IGC South).
402 W. Washington St.
Indianapolis, IN 46204

Ethics Orientation

10:00- 11:00 a.m.

January 25	Conference Center Room 14
March 22	Conference Center Room 14
May 17	Conference Center Room 14
July 18	Conference Center Room 14
September 12	Conference Center Room 14
November 14	Conference Center Room 17

Ethics for Supervisors and Managers

10:00 - 11:30 a.m.

January 12	Conference Center Room 1
March 16	Conference Center Room 4
May 18	Conference Center Room 4
July 12	Conference Center Room 4
September 27	Conference Center Room 4
November 15	Conference Center Room 4

Ethics for Executives

(Agency Heads, Ethics Officers, & Upper Management)

10:00 - 12:00

January 24	Conference Center Room 18
March 14	Conference Center Room 18
June 15	Conference Center Room 18
October 17	Conference Center Room 18

[Click here to register for a class.](#)

Is it Time for You to Take Ethics Training?

Ethics training is required for all new employees and special state appointees within six weeks of the employee's date of hire. All state employees must have refresher training every two years. Any of the above classes count as orientation or refresher training. These classes also are offered online at

[<http://www.in.gov/ethics/training/>.](http://www.in.gov/ethics/training/)

Upon request, ethics staff will train employees at the agency's location.
Contact Mary Hill at mhill@ethics.in.gov or 317-233-3767.